



Los Angeles County AUDIT COMMITTEE

Louisa Ollague, Chair
1st District
Brence Culp, Vice Chair
3rd District
Clinton Tatum
2nd District
Carl Gallucci
4th District
Angela Mazzie
5th District

MEETING MINUTES

January 20, 2005

Chairperson Louisa Ollague called the meeting to order at 1:40 p.m. in the Department Head Conference Room, 383, at the Kenneth Hahn Hall of Administration.

Committee Members Present

Louisa Ollague, First District
Brence Culp, Third District
Clinton Tatum, Second District
Angela Mazzie, Fifth District

Committee Members Absent

Carl Gallucci, Fourth District

Others in Attendance

Maria Oms, Auditor-Controller
Don Chadwick, Auditor-Controller
Jim Schneiderman, Auditor-Controller
Angela Carter, DCFS
Sue Harper, DCFS
Ben Uminsky, Graduate Student/SEIU 660

Martha Littlefield, Executive Office
Peter Papadakis, Executive Office
Richard Bloom, County Counsel
Joan Smith, DCFS
Ed Sosa, DCFS

Approval of Minutes

On motion of Clinton Tatum, seconded by Brence Culp, the Committee unanimously approved the December 16, 2004 minutes.

Other Business

FFA's and Group Home Monitoring: Ms. Oms stated the arrangement between the Auditor-Controller and DCFS regarding contract monitoring is producing duplicated efforts due to similar instruments used. Mr. Chadwick reported that the Auditor-Controller developed a plan to assist DCFS and stated 12-15 staff members are presently monitoring group homes and FFAs. Currently, the Auditor-Controller monitors the areas DCFS plans to monitor except for areas related to performance measures. The Auditor-Controller reviewed DCFS' proposed monitoring instrument and determined about 70% of the areas DCFS plans to monitor are part of the Auditor-Controller's existing monitoring, while the other 30% relates to performance outcomes/measures. Ms. Carter stated the department's goal is to ensure the safety and well-being of children and the Department is liable for any lack thereof. Ms. Culp asked how Auditor-Controller's monitored performance outcomes would affect DCFS. Ms. Carter expressed concern regarding follow up and maintaining the children's overall wellness being overlooked. Ms. Oms stated the Auditor-Controller staff has DCFS social workers to assist in monitoring. Ms. Ollague suggested implementing two separate programs (DCFS and Auditor-Controller) for contract monitoring to determine which organization is more effective. Ms. Culp stated the Auditor-Controller became involved at the Board of Supervisors' request to maintain an impartial view of overseeing contractor compliance of DCFS. Ms. Ollague suggested exploring the possibility of conducting a pilot set in a specific region rather than Countywide. Mr. Chadwick recommended DCFS perform a comparative study of Group Homes and the Auditor-Controller will evaluate FFAs. Ms. Oms stated the Auditor-Controller will continue to work with DCFS to reevaluate duplication of instruments. **This item was continued to the February 17, 2005 meeting and the Committee requested staff invite the Children's Deputies to the next meeting.**

Old Business

General Relief Opportunities for Work Over Billings (Board Agenda Item #33, May 11, 2004): Ms. Ollague asked Ms. Oms to email action plan the Auditor-Controller received from DCSS to Social Service Deputies and Audit Committee. **On motion of Louisa Ollague, seconded by Clinton Tatum, the Committee unanimously approved receiving and filing this report.**

Reports to be Received and Filed

Expansion of Countywide Contract Monitoring Project to Include Department of Health Services Contracts (Board Agenda Item #5.4, June 21, 2004): **On motion of Clinton Tatum, seconded by Louisa Ollague, the Committee unanimously approved sending a letter commending the Department for working diligently with the Auditor-Controller and for its progress with this project.**

Probation Juvenile Halls Quality Assurance Unit (Board Agenda Item #14, December 14, 2004): Ms. Oms reported the Department of Justice extended their deadline to the beginning of February 2005. Mr. Chadwick reported the DOJ is currently reviewing the County's action plan and monitoring tools. **On motion of Clinton Tatum, seconded by Louisa Ollague, the Committee unanimously approved receiving and filing this report and requested staff invite Probation and Justice Deputies to attend the March 17, 2005 meeting.**

Antelope Valley Committee on Aging Contract Review: Antelope Valley sufficiently documented 52 hours of Interagency Coordination and the 182 service hours sampled. However, the agency issued Purchase of Service payments to 2 participants in excess of the \$200/month contract limit, but maintained documentation to support these expenditures. The agency's Care Managers each maintained an average caseload of 80 cases, exceeding the 40 case maximum allowed by County contract. The agency used 5 part-time volunteers to assist the managers in case monitoring and reassessment services, however, 3 volunteers did not meet the required qualifications. **On motion of Clinton Tatum, seconded by Louisa Ollague, the Committee unanimously approved receiving and filing this report.**

Armenian Relief Society Contract Review: The Armenian Relief Society needs to provide more accurate documentation of service hours billed to DCSS; 11 of 95 hours sampled, totaling \$440, were not documented. ARS' Care Manager did not possess a Bachelor's degree as required by the County contract. The Auditor-Controller received ARS' corrective action plan. **On motion of Clinton Tatum, seconded by Louisa Ollague, the Committee unanimously approved receiving and filing this report.**

The Help Group Contract Review: Review determined the agency over billed the DMH for 1,697 minutes of the 12,344 minutes sampled totaling \$3,689. The Auditor-Controller recommended the agency maintain better documentation to support its billings to DMH and suggested implementing effective controls to prevent over-billing occurrences. **On motion of Clinton Tatum, seconded by Louisa Ollague, the Committee unanimously approved receiving and filing this report.**

Reports Received

Procurement Follow-Up Review – Olive View Medical Center: **This item was continued to the February 17, 2005 meeting.**

Status Report – Sheriff's Contract Billing Practices: Ms. Oms reported \$9.6 million from 6 of the 14 units was identified, but Sheriff does not agree with the figure. The Auditor-Controller will issue a status report at the end of January 2005 and Phase I Review of the Sheriff's

unbilled internal support units will be completed at the end of February. Phase II will focus on Sheriff's services/units that provide direct services to the public (e.g., Homicide, Arson, Narcotics, etc.); billing for these direct services seemingly requires a Board policy change. **On motion of Clinton Tatum, seconded by Louisa Ollague, the Committee unanimously approved receiving and filing this report.**

Matters not on the Posted Agenda (to be Presented and Placed on the Agenda of a Future Meeting)

There were none.

Public Comments

There were none.

Adjournment

There being no further business to conduct, the meeting was adjourned at 2:10 p.m.